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MINUTES
BOARD OF TRUSTEES
CENTRAL WASHINGTON UNIVERSITY
SPECIAL MEETING
SUB 204-205
NOVEMBER 17, 1978
8:00 P.M.

The special meeting of the Board of Trustees was called to order by the Chairman, Mrs. Linda Clifton, in Rooms 204-205 of the Samuelson Union Building on the campus of Central Washington University in Ellensburg, Washington.

ROLL CALL

Present

Board of Trustees

Mrs. Linda Clifton, Chairman
Mr. Thomas Galbraith, Vice Chairman
Mr. James Hogan
Mr. S. Sterling Munro

Absent

Mr. Don Broughton

Others

Dr. Donald L. Garrity, President
Dr. Edward J. Harrington, Vice President for Academic Affairs
Mr. Courtney S. Jones, Vice President for Business and Financial Affairs
Dr. Donald Guy, Dean of Student Development
Mr. Joe Blalock, Representative, Student Board of Directors
Dr. Franklin Carlson, Chairman, Faculty Senate

APPROVAL OF MINUTES

The minutes for the special meeting of October 12, 1978 were approved as written.

CHANGES TO THE AGENDA

Chairman Clifton asked that the following communications be added: Roy P. Wahle, dated August 22, 1978; Sally P. Austin, dated October 20, 1978

All other changes to the agenda appeared on the revised agenda dated November 14, 1978.

REPORTS

Adjunct Appointment Discontinued

Dr. Garrity reported the appointment of Fabian S. Kuchin, Adjunct Lecturer of Law and Justice, has been discontinued effective immediately.

Adjunct Appointments

The following adjunct appointments were reported to the board by Dr. Garrity:

Jo Anne Alumbaugh, Adjunct Assistant Professor of
Law and Justice
Joyce L. Morden, Adjunct Instructor of Anthropology

Status of Reserves and Budget Changes Through September 1978

The Board of Trustees accepted the Status of Reserves and Budget Changes Through September 1978 as prepared by Mr. Courtney Jones.

Special Discussion Items

Dr. Garrity indicated the next group of items were presented to the board under Reports as there is no other place to present them under the board's present specified agenda. He noted that he would be bringing this matter to the board later on the agenda and perhaps the members would like to consider modification of the By-Laws with regard to lay-out of the agenda.

EOP and Minority Affairs

Dr. Garrity indicated he wished to provide the trustees with a status report of the administrative thinking and concerns in its attempt to be responsive to and supportive of minority students who come to Central Washington University.

A discussion ensued during which Dr. Guy outlined a plan for reorganizing the EOP as of September, 1979. The plan included (a) Creation of a high level position to coordinate necessary services for minority students on campus and direct an effective Educational Opportunities Program. An Assistant Dean for Minority Affairs and Educational Opportunity would coordinate a Center for Minority Affairs and direct the Educational Opportunities Program. All candidates will be required to have a doctorate; (b) The title for an EOP advisor will be changed to counselor and four positions will be created which will require a master's degree in counseling or its equivalency; and (c) Because of an immediate need existing in the EOP for someone who has experience and knowledge of the history and culture of Black Americans, an interim position will be created for the remainder of this academic year. Dr. Guy noted that a reorganization to a Center for Minority Affairs and Educational Opportunity demonstrates a definite commitment by the university to establish a quality program for minority and EOP students.

Possible modifications to the above proposed plan, funding, the incumbent EOP staff, involvement of students and groups in discussions

regarding possible reorganization plans, E.O.P. students attrition rate, commitment of the university to provide a more effective and attractive program and to better deliver services to counselors and to students who should be here, were discussed.

Unsolicited support for the proposal came from Esther Monjaraz, recruiter from the lower valley, Santos Hernandez, former CWU student and head of Meccha, William Sterling, Director of Minority Affairs at Yakima Valley College and Vincente Acosta, presently head of the Meccha organization on campus, all of whom were in the audience.

Mr. Hogan expressed his support of the proposed reorganization.

Council of Presidents Salary Proposal

Dr. Garrity reviewed the proposed Council of Presidents recommendation for faculty salaries for 1979-81 which had been reached after an analysis by Academic Vice Presidents and the Business Vice Presidents. The consumer price index, 7 state salary comparison and various other measurements were used in the analysis. The recommendation is for a 12% increase (5% catchup factor and 7% increase beyond that) for the first year of the biennium (1979-80) and a 7% increase for the second year of the biennium (1980-81). It was noted this proposal would be within the President's anti-inflation guidelines as equity adjustments are allowed plus the 7% increase.

Dr. Garrity concluded the report by stating he felt this was an extremely conservative request and that the university administration would support the C.O.P. position vigorously.

Fall Enrollment Report

Dr. Purcell distributed copies of the Fall 1978 Enrollment Report and reviewed the figures with the members of the board.

Council of Postsecondary Education Guidelines for Off-Campus Programs

Dr. Garrity noted that he had shared materials with the board members regarding the Council for Postsecondary Education's report on Off Campus programs. The Council at its last meeting acted on the report but Central has not yet received a copy of the official document. Although there is a feeling that the document tends to fragment rather than pull together, Dr. Garrity indicated that with communication between institutions it is possible that effective cooperation can be worked out.

Dr. Harrington indicated he would prepare a summary of the 84 page document for those who are interested. He reviewed Central's service area and noted the document encourages consortiums. Dr. Harrington indicated he felt the university could work with Mr. Norris of the Council For Postsecondary Education in this matter as he is very cooperative.

Proposed Resolutions

Dr. Garrity introduced the following resolutions, noting he was bringing these items before the board for discussion, comments and advice and for action at a later date, if warranted.

Special Appointments to Faculty

Dr. Garrity indicated he felt the board's time was not being properly used in making routine temporary, part-time faculty appointments and the proposed resolution was drafted by Mr. Clarke to delegate this power to the president or his designee.

Employment of Exempt Administrators

Dr. Garrity explained that in his estimation the board should hire and fire the President of the institution; the President should have the right of determining the three administrators to work with him and these three administrators would be charged by the President to run their operations. They in turn would have the responsibility and authority of designating who would report to them. The proposed resolution in this area would not affect the rights of the administrators but would give authority to those who are accountable.

Changes in Assignments

Dr. Garrity indicated the resolution relating to assignments would clearly delegate to the President or his designee the responsibility for finalizing assignments and reassignments of faculty and "exempt" administrative personnel. Policy matters would be brought to the board.

Number of Mandatory Meetings of the Board

Dr. Garrity indicated the matter of broad philosophical questions and how the board should exercise its responsibilities were raised with the resolution proposing a change in the number of mandatory meetings of the board during the year. Dr. Garrity's proposal would be to have quarterly meetings of the board and to provide work agendas which would put the board in a creative role of planning and looking to the future of the university.

Change in Secretary to the Board

It was proposed that a minor adjustment be made in the Constitution of the Board of Trustees and that an amendment be approved which would designate the Secretary to the President as Secretary to the Board.

Mr. Hogan suggested that the proposed resolution be written in non-sexist language.

Dr. Garrity noted he would expect that with the proposed changes the board would be working harder but in areas that were more important and with reference to the university and to the public, more rewarding.

It was noted that for those resolutions affecting the board Constitution or By-laws the matter must appear for action on the agendas of two regular board meetings.

Chairman Clifton requested Mr. Clarke to include in the resolutions delegating hiring and change of assignment authority wording which would provide for timely reporting by the administration of such actions which have been taken.

MOTION NO. 5158: Mr. Munro moved, seconded by Mr. Galbraith, that each proposed resolution as listed on the November 17, 1978 agenda be placed on the agenda under New Business for the next regular meeting of the Board of Trustees. The motion carried.

Order of Board of Trustees Meeting Agenda

Dr. Garrity proposed that the board consider making a change in the order of business of the board to include some place an item simply labeled "discussion" so that no one need fear the board is about to take action when a matter appears under that category. Dr. Carlson and Dr. Guy indicated in the past it was the practice that items appearing under New Business were action items and items appearing to be action items push groups of people into taking "a" position rather than being flexible for discussion.

Mr. Munro expressed his concern in approving a change which might limit the board in taking action on any item. He pointed out that discussion was possible under the present order of business as it was for example taking place on this particular subject.

Mr. Clarke will draft a proposed amendment which the board can accept or not.

Part-Time Appointment

Dr. Garrity reported to the board that the administration wished to formalize an existing relationship by appointing Michael K. McLeod part-time Instructor of Leisure Services for the 1978-79 academic year (on-campus assignment) with pay.

Non-renewal of Contract

Dr. Harrington reported that one faculty member had been advised that his contract would not be renewed for the coming academic year. This decision was made totally without prejudice and with mutual consent because of a change of program need. Dr. Harrington indicated the University administration would help the faculty member in any way possible to seek another position.

COMMUNICATIONS

The Board Chairman, Mrs. Clifton, acknowledged receipt of the following communications:

1. Jeannette Carstensen, dated September 23, 1978
2. Roy Patrick Wahle, dated August 22, 1978
3. Sally P. Austin, dated October 20, 1978

NEW BUSINESS

Board Affairs

Resolution No. 78-5

The following proposed resolution was read by Chairman Clifton.

WHEREAS the Central Investment Committee was formed to support the recruiting and retention efforts of Central Washington University and,

WHEREAS Mr. Joseph Kelleher was selected as the first chairman of the Central Investment Committee on April 19, 1977 and,

WHEREAS Mr. Joseph Kelleher served as chairman of the Central Investment Committee for seventeen months from April 19, 1977 until October 10, 1978, and,

WHEREAS Mr. Joseph Kelleher, as chairman of the Central Investment Committee, directed two successful fund drives which raised in excess of \$72,000 for Central Washington University and,

WHEREAS Mr. Joseph Kelleher took an active role in developing the excellent relationships which exist between Central Washington University and the Ellensburg community,

NOW THEREFORE be it resolved that this Central Washington University Board of Trustees do hereby publically honor Mr. Joseph Kelleher an influential citizen of Ellensburg and a supporter of Central Washington University extra-ordinary.

Dr. Garrity noted the resolution cites only part of Mr. Kelleher's service for the University. By this acclamation the board will give well deserved recognition of the benefits to the university from Mr. Kelleher and the committee who worked with him.

MOTION NO. 5159: Mr. Hogan moved, seconded by Mr. Galbraith to approve Resolution No. 78-5. The motion carried unanimously.

Business Affairs

Appointment of Bookstore Manager

MOTION NO. 5160: Mr. Hogan moved, seconded by Mr. Munro, to approve the appointment of Frederick J. Davenport as Manager of the University (Book) Store, effective December 1, 1978 as set forth in the proposed letter of appointment. The motion carried.

Academic Affairs

Retirement

MOTION NO. 5161: Mr. Galbraith moved, seconded by Messrs. Munro and Hogan to approve the retirement of E. Frank Bach, Professor of Art, effective at the conclusion of Summer Quarter, 1979, with the title of Emeritus Professor. The motion carried.

Prior to passage of the motion, Dr. Zoltan Kramar reviewed Mr. Bach's academic training, twenty-five years of service to Central Washington University, activities in the field of art and education, production of films, scripts and sound tracks for 30 art presentations and Mr. Bach's outstanding public service as an artist and teacher.

Employment

MOTION NO. 5162: Mr. Munro moved, seconded by Mr. Hogan, to approve employment of the following faculty. The motion carried.

- Joe L. Drovetto, Coordinator of the Occupational Safety and Health Job Site Training in the Tri-Cities, beginning November 6, 1978 and continuing through October 23, 1979 (civil service exempt position funded by a federal grant)
- Dolores M. Garcia, Coordinator/Counselor of the ESEA Title I Migrant Extended Degree Program, for the period of October 1, 1978 through September 30, 1979 (civil service exempt, non-tenured position)
- Jose P. Licano, Director of the ESEA Title I Migrant Extended Degree Program, for the period of October 1, 1978 through September 30, 1979 (civil service exempt, non-tenured position)

Change in Title/Assignment

MOTION NO. 5163: Mr. Hogan moved, seconded by Mr. Munro, to approve C. Duane Patton's title change to Director of the Occupational Development Center (formerly Center for Career Studies). The motion carried.

Leave of Absence

MOTION NO. 5164: Mr. Hogan moved, seconded by Mr. Galbraith, to approve the request of Philip B. Garrison, Assistant Professor of English, that his unpaid leave of absence granted for spring quarter, 1979, be changed to winter quarter, 1979 (leave of absence spring quarter, 1979, granted by Board of Trustees on July 21, 1978). The motion carried.

Administrative Affairs

Resignation of Director of Alumni Affairs

MOTION NO. 5165: Mr. Hogan moved, seconded by Mr. Galbraith, to accept the resignation of Rodney Lalley, Director of Alumni Affairs, effective October 31, 1978. The motion carried.

The board wished Mr. Lalley well in his future endeavors and indicated they appreciated his expression of continued support of Central Washington University.

Appointment of Acting Director of Alumni Affairs

MOTION NO. 5166: Mr. Hogan moved, seconded by Mr. Galbraith, to approve the appointment of Gail Jones as Acting Director of Alumni Affairs, effective November 1, 1978 to August 31, 1979. The motion carried.

NEXT MEETING

The board agreed to meet in regular session on December 8, 1978. Mr. Hogan indicated he would not be able to be present.

The board will hold a special meeting with the people of Kittitas County in the Kittitas County Courthouse, Commissioners Auditorium, at 7:30 p.m. on December 12, 1978. The purpose of the meeting will be to share reports from the board and university administration and to hear suggestions from the people of the community as to how Central can better serve them.

ADJOURNMENT

The Chairman adjourned the meeting at approximately 11:00 p.m.